



WIRELESS TELECOMMUNICATIONS

MINIMUM APPLICATION SUBMITTAL REQUIREMENTS

As required by SMC 19.54 and the Community Development Director

PLANNING APPLICATION SUBMITTAL REQUIREMENTS

In order for an application for a wireless telecommunications facility to be accepted by the City of Sunnyvale for review, the following minimum information needs to be submitted:

- ☐ Signed application form, or letter of authorization from the property owner. (If locating on City property, the application will need to be signed by the City Manager as the authorized agent for the City. Please contact Planning staff for the process to complete this step.)
- ☐ Application Fee
- ☐ Plans must include the following (12 - 11"x17" and 2 - Full Size):
 - ☐ The entire property shown on the site plan (including existing buildings, parking, landscaping and property lines).
 - ☐ Clear representation of any proposed structures, antennas, equipment, etc., including accurate dimensions.
 - ☐ Applications for tower-type structures need to show height of trees and other vertical elements located near the proposed structure, near streets and parking areas, and near adjacent property lines.
 - ☐ Accurate representations of all coax runs.
 - ☐ Show any existing carrier at the site (label name and give dimensions).
 - ☐ Show location, type and dimensions of any generator (permanent or future roll-up).
 - ☐ If an addition is proposed for a building, show existing and proposed elevations of the building,
 - ☐ Show all signage at the site, including the emergency contact signs.
- ☐ Project Description, including the following additional information:
 - ☐ Description of when and why a roll-up generator would be installed.
 - ☐ Alternative site analysis.
- ☐ An RF emissions analysis. The analysis should include the emissions for the proposed carrier and a cumulative emissions analysis if the application is for a co-location.
- ☐ At least two (2) photosimulations of different angles. The photosimulations should show before and after views and should be accurately dimensioned. Show all equipment (antennas, coax, GPS, cabinets, amplifiers, etc.).
- ☐ If the application is for a Use Permit or Specific Development Permit, the following information will be required:
 - ☐ Completed Environmental Information Form.
 - ☐ Completed Use Permit/Special Development Permit Justification Form.

MATERIALS REQUIRED:
Failure to include these materials will result in the application not being accepted for processing.

If you have any questions about these requirements, please contact the Planning Division at (408) 730-7440.

CITY PARK OR SCHOOL DISTRICT SITES:
A separate permitting process by the Sunnyvale Department of Community Services (DCS) may be required prior to submittal of a Planning application. Please contact DCS at (408) 730-7596 for more information.

LOCATION & DESIGN CONSIDERATIONS:

- ✓ Co-location.
- ✓ Use of existing facilities (i.e. towers, light poles, buildings) or tree poles when appropriate.
- ✓ Use of the most current technology.
- ✓ Facilities that can accommodate antennas and allow for camouflaging.
- ✓ Sensitivity to noise and visual impacts to residents.